

UNITED STATES DISTRICT COURT SOUTHERN DISTRICT OF NEW YORK



DATE:	February 1, 2002
POSITION:	OFFICIAL COURT REPORTER
LOCATION:	500 Pearl Street New York, New York
CLASS LEVEL:	CR 01 - CR 03
SALARY:	\$61,393 - \$67,533 (Plus transcript fees) Depending On Qualifications
CLOSING DATE:	Open Until Filled
VACANCY NO.:	02-03

THE UNITED STATES COURT IS AN EQUAL OPPORTUNITY EMPLOYER AND ENCOURAGES QUALIFIED MINORITY APPLICANTS TO APPLY

OCCUPATIONAL INFORMATION: An Official Court Reporter performs court reporting services for any judicial proceeding as required. The position requires the verbatim recording of courtroom proceedings, reading back from stenographic notes, working on computer-assisted transcription via Eclipse software. This court has a high volume of daily and immediate copy work.

Official Court Reporters follow the requirement of the Judicial Conference and the Administrative Office's Court Reporter Management Plan.

REQUIRED QUALIFICATIONS:

- 1 - Current RPR certificate, RMR or CRR preferred.
- 2 - Minimum of four years experience.
- 3 - Ability to write real time.

ANNUAL SALARY LEVELS/QUALIFICATIONS:

Level 1: \$61,393 (plus transcript fees) - Four (4) years of court reporting experience in the freelance field of service/in other courts of a combination thereof; and a Certificate of Proficiency (RPR).

Level 2: \$64,463 (plus transcript fees) - Ten (10) years of court reporting experience for a U.S. District Court (time spent in Federal court as a contract or per diem reporter may be credited toward this ten year requirement), OR a Certificate of Merit.

Level 3: \$67,533 (plus transcript fees) - Ten (10) years of court reporting experience for a U.S. District Court (time spent in Federal court as a contract or per diem reporter may be credited toward this ten year requirement), AND a Certificate of Merit.

APPLICATION PROCEDURE: For consideration, qualified candidates should mail or Fax a resume to:

***SOUTHERN DISTRICT REPORTERS, P.C.
ROOM 330
500 PEARL STREET
NEW YORK, NEW YORK 10007
ATTN: SAMUEL MAURO, CHIEF REPORTER
Fax: 212-805-0355***

THIS POSITION IS SUBJECT TO MANDATORY ELECTRONIC FUNDS TRANSFER FOR PAYMENT OF NET PAY

APPLICANTS MUST BE UNITED STATES CITIZENS